



## **DIOCESAN BOARD OF FINANCE:**

### **Independent Chair of Diocesan Safeguarding Advisory Panel (DSAP)**

#### **JOB PROFILE**

<b>JOB TITLE:</b>	Independent Chair of Diocesan Safeguarding Advisory Panel
<b>ACCOUNTABLE TO:</b>	Bishop of Leeds
<b>RESPONSIBLE FOR:</b>	N/A
<b>KEY RELATIONSHIPS:</b>	Bishop of Leeds, Head of Safeguarding, Safeguarding Advisors, Diocesan Secretary

#### **BACKGROUND**

The Diocese of Leeds came into existence at Easter 2014 following the dissolution of the former dioceses of Bradford, Ripon & Leeds, and Wakefield. It covers the whole of West Yorkshire, the western part of North Yorkshire, and small parts of South Yorkshire, Lancashire, and County Durham. The diocese has 656 church buildings.

#### **Our Values**

The Diocesan values, Loving, Living, Learning, are vital to the way we encourage equality, diversity and inclusion in our workplace. We aim to:

- Love God, the world and one another.
- Live in the world as it is, but, drawn by a vision of something better, we want to help individuals and communities flourish,
- Learn when we get things wrong, by listening and growing together.

#### **JOB DESCRIPTION**

We are looking for an Independent Chair for our Diocesan Safeguarding Advisory Panel (DSAP).

The ideal candidate will have extensive senior safeguarding experience, with experience of case reviews, risk management and strategic partnerships. An up-to-date knowledge of safeguarding practice and legislation is essential. You do not need to be a practicing Christian, but you do need to have a strong desire and commitment to improving safeguarding practice in the Church of England.

The Independent Chair is responsible for ensuring the DSAP discharges its function in holding strategic oversight of safeguarding policy, procedure and practise across the Diocese of Leeds. The chair will advise and make recommendations to the Bishop of Leeds and senior leadership team on the developments and effectiveness of safeguarding arrangements.

**Key responsibilities**

The Independent Chair of the Diocesan Safeguarding Advisory Panel (DSAP) will provide effective oversight of safeguarding governance and will work closely with the Head of Safeguarding to set agendas, monitor performance and actions and facilitate wider strategic conversations as needed with DSAP representatives and wider stakeholders and partners.

The Independent Chair ensures the DSAP has strategic overview of safeguarding practise across the diocese and is in line with the House of Bishops policy and practise guidance. The Chair will work with the Head of Safeguarding to ensure that the DSAP functions effectively. They will also assess and offer views to the Bishop and Diocesan Secretary on whether the safeguarding team are appropriately resourced as well as the diversity of skill set and experience/background of its members. This will be used to inform resourcing decisions made by the Diocesan Board of Finance.

The Independent Chair is an ad hoc point of contact for safeguarding advice for the Head of Safeguarding, Bishop of Leeds and Diocesan Secretary.

**Time commitment**

The committee meet three times per at church house in Leeds. Chairs should also allow for preparation time and additional meetings to support both the organisation and members of the committee.

**Remuneration**

£400 per 6 hours

Three DSAP meetings per year, plus average of 2 days per years for any additional support and guidance.

For an informal discussion about the role, please contact [Juliette.mclellan@leeds.anglican.org](mailto:Juliette.mclellan@leeds.anglican.org)

A DBS check is required for the successful candidate.

## Person Specification

### Safeguarding Administrator

(E – Essential criteria, D = Desirable criteria)

	Sections		E/D
1	<b>Skills, knowledge and aptitudes</b>	<p>The Independent Chair should be able to provide evidence of the following:</p> <ul style="list-style-type: none"> <li>• Experience chairing high level safeguarding meetings</li> <li>• Experience in leading case reviews</li> <li>• Experience working in a complex and fast paced safeguarding environment</li> <li>• Extensive multi-agency experience</li> <li>• Knowledge of safeguarding in the Church of England</li> </ul>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p>
2	<b>Qualifications, Training and Experience</b>	<p>The Independent Chair should have:</p> <ul style="list-style-type: none"> <li>• Held a senior position in police, social care or probation, or be able to demonstrate equivalent senior safeguarding experience</li> <li>• Have experience in safeguarding both children and vulnerable adults</li> </ul>	<p>E</p> <p>E</p>
3	<b>Personal Attributes</b>	<p>The Independent Chair should:</p> <ul style="list-style-type: none"> <li>• Be confident chairing multi agency meetings</li> <li>• Keep up to date with the current safeguarding landscape within the Church of England and be able to inform meeting agendas</li> <li>• Be able to provide constructive security and challenge of process and procedure</li> <li>• Be able to provide independent support and advice on challenging safeguarding cases</li> <li>• Have empathy with and an understanding of the Christian faith</li> </ul>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p>